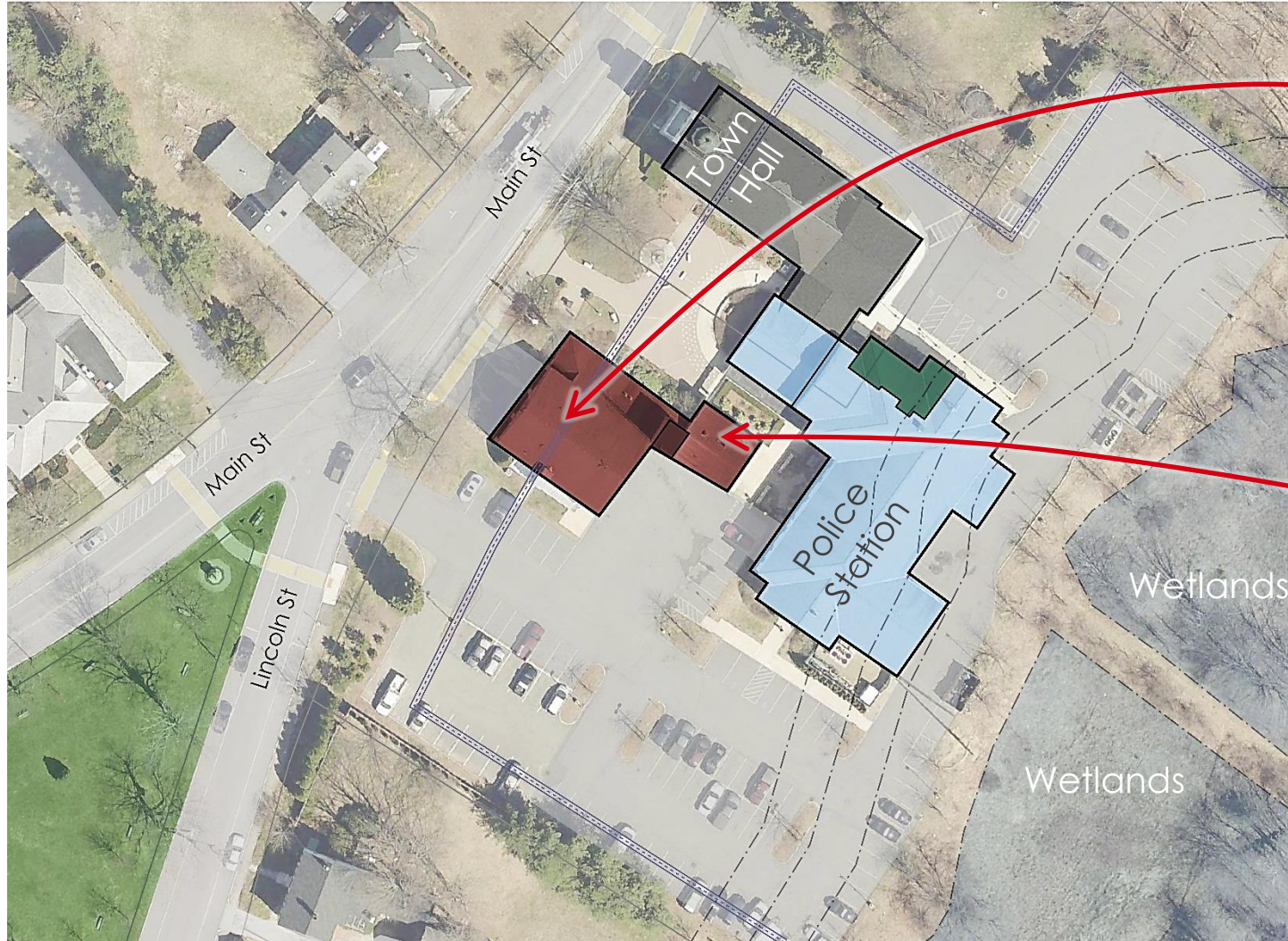




Article 8: New Center Building – 51 Main Street



Town Hall Complex



- Existing Fire Station (to be demolished)
- Built in 1974; currently vacant; not salvageable due to poor condition
- Existing generator and Police Dept. storage garage (to remain)



Acknowledgements

- Permanent Town Building Committee
- Context Architecture
- Board of Selectmen
- Finance Committee
- Town Manager's Office
 - Town-Wide Building Space Analysis Task Force
- Technology Department, Facilities Department, Veterans Services, Police Department, Fire Department
- Abutters



Project Planning Timeline

- ❖ Public discussion of project began in 2015 with new Fire Station planning
- ❖ Town Building Space Analysis Task Force discussed space needs and analyzed projected requirements for next 30 years
- ❖ Initial **\$60K** for Feasibility Study approved at 2017 Annual Town Meeting





Project Planning Timeline

- ❖ Study recommended two-story 9,100 s.f. building that includes:
 - 100-seat Meeting Room / Police Training Room / Other Training / Meeting Needs
 - Office space for Technology Dept., Facilities Dept. and Veterans Services
- ❖ Additional **\$320K** appropriation was approved for design and testing of site at 2018 Annual Town Meeting
- ❖ Proposed New Center Building has been discussed at over **100** public meetings (PTBC, BOS, FINCOM, SPR, ATM, STM, CPC)



Key Project Components

Proposed New Center Building addresses four identified town department/space problems for our Westford community:

- New Large Meeting Room

New office space for the following:

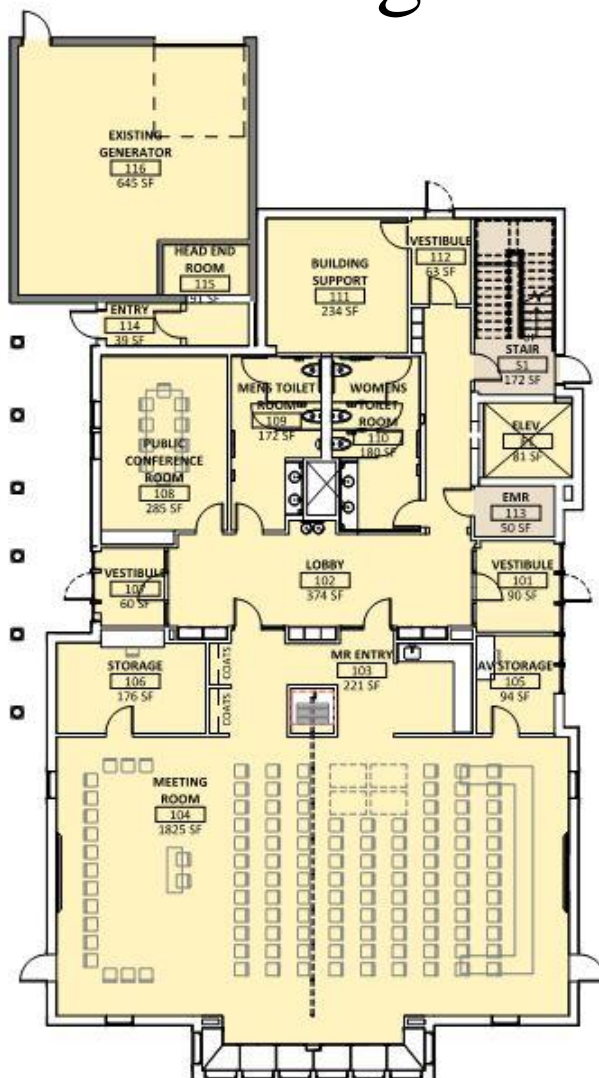
- Technology Department
- Veterans Department
- Facilities Department



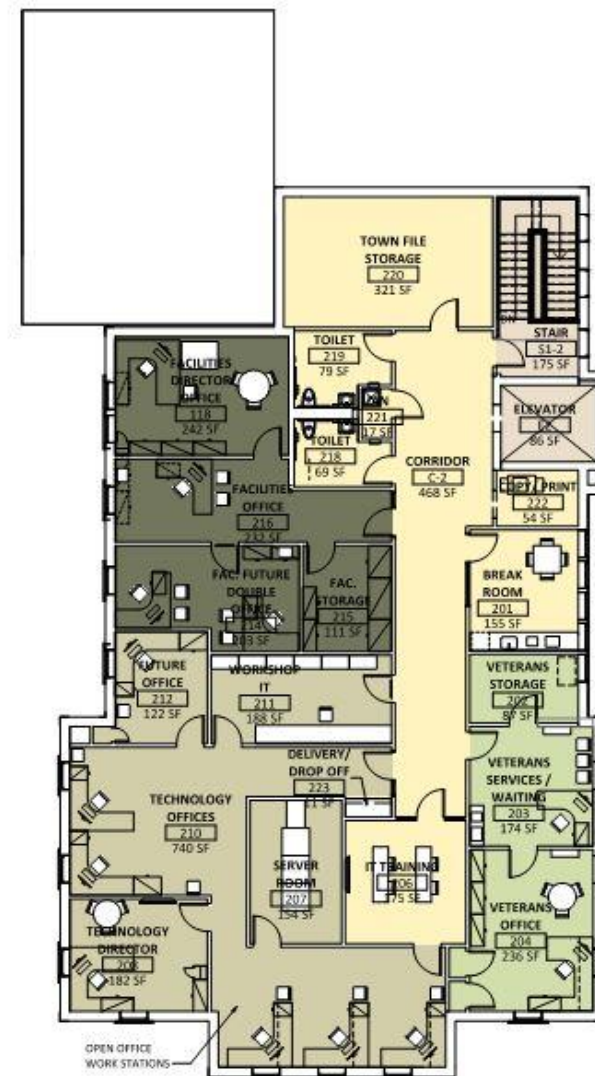


Center Building Floor Plans

Total Building Size: 9,900 s.f.



First Floor Plan



Second Floor Plan



Town Hall Meeting Room

Current Problem:

- Frequently used by many Town Departments and over 80 committees
- Primary Meeting Room for Board of Selectmen, Finance Committee, Planning Board, ZBA and Conservation Commission
- Consistently inadequate space for public attending meetings
- Available seating for approximately 20 attendees

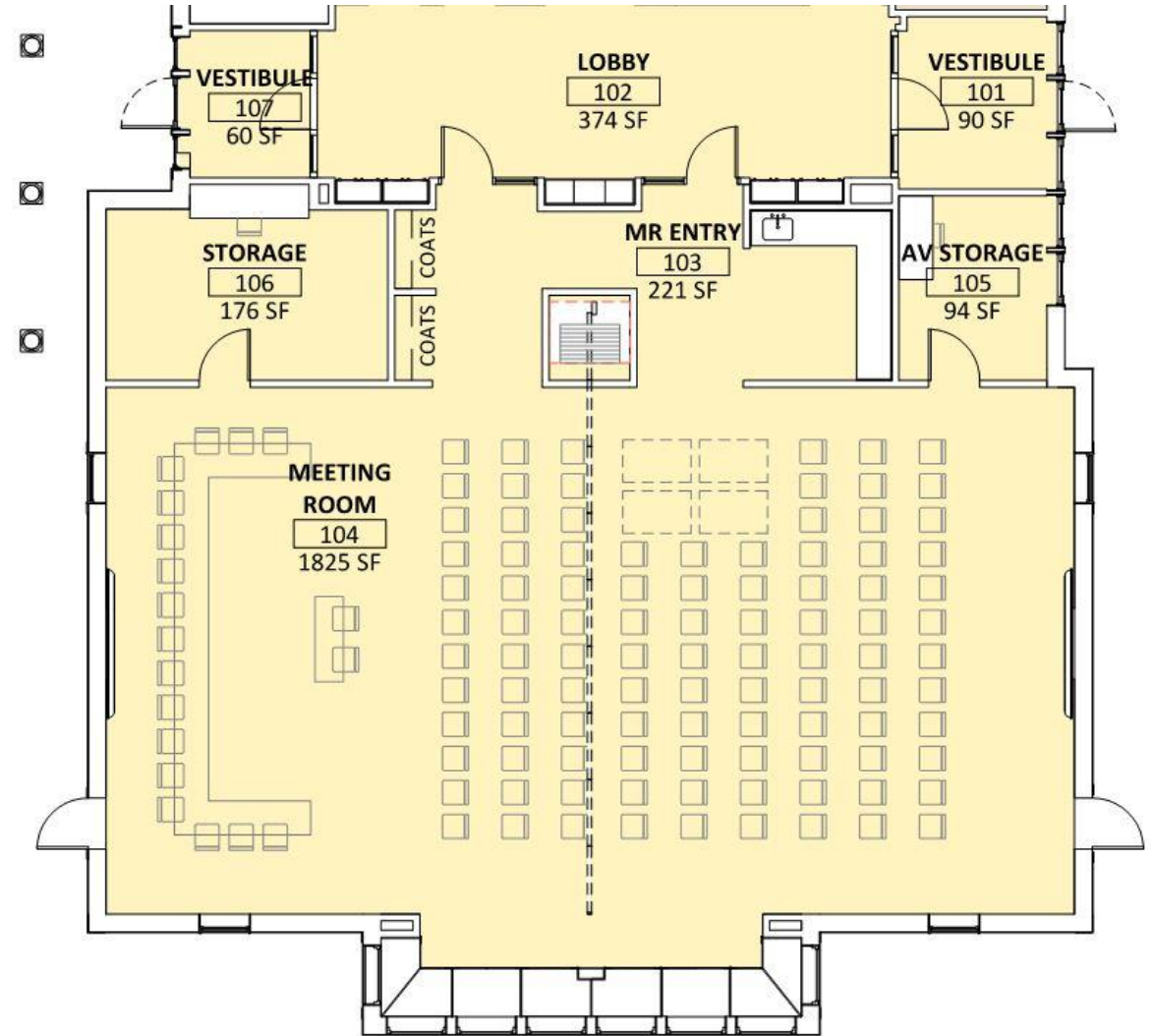




New Meeting Room

Proposed Solution:

- Multi-functional space with retractable partition wall
- Located on the 1st floor
- Accessible off main lobby
- Seating for 100
- Ample seating for large crowds and joint board meetings
- Reinstates Police Training Room used for Combined Dispatch Center and may be used for training purposes by other departments





Technology Department

Current Problem:

- Located on East Prescott Street in former Fire Station Garage
- Does not meet accessibility requirements
- Inadequate parking, office and storage space, HVAC systems, and bathroom
- Servers located in unsafe area in garage bays
- Inadequate space for staff, staff meetings, and training programs
- [Video tour of building](#)

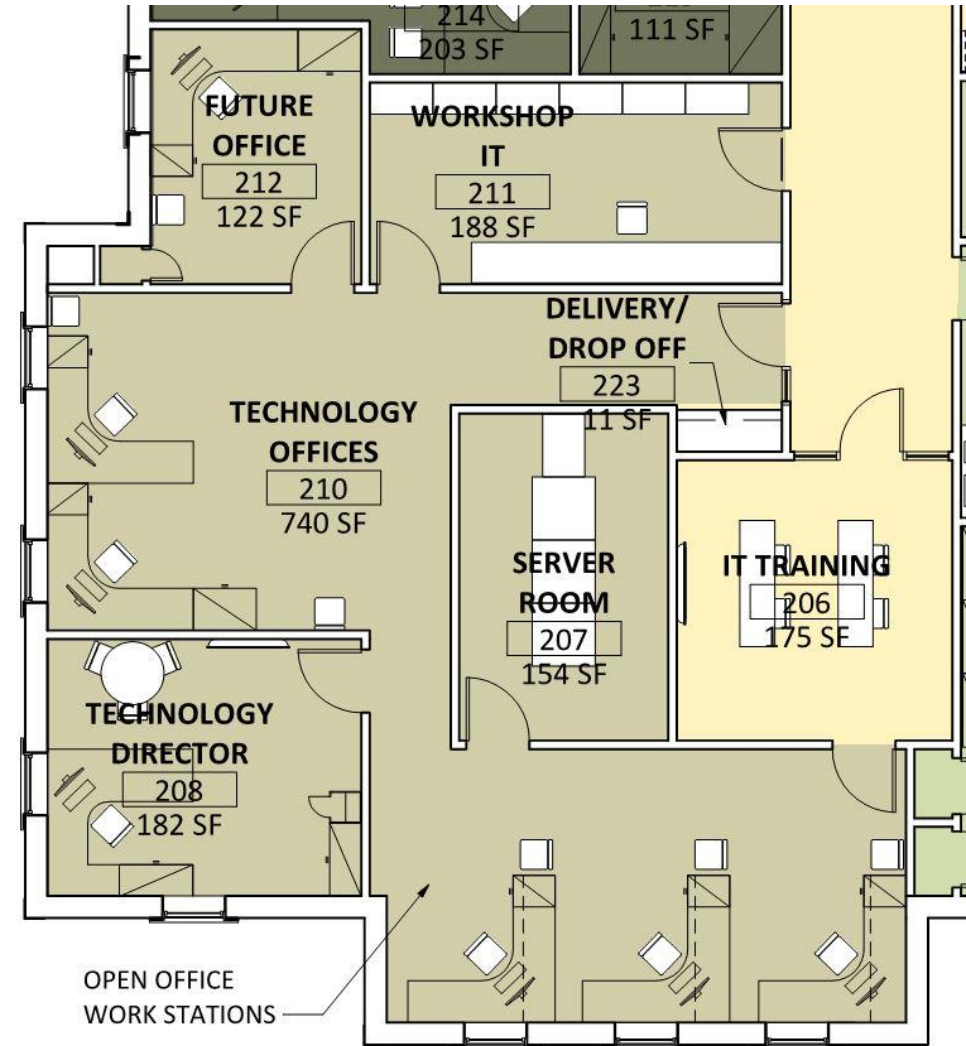




Technology Department

Proposed Solution:

- Approximately 1,600 s.f.
- Located on 2nd floor
- Secured space for town-wide servers
- Capacity for 7 staff including 5 workstations
- Small training room
- Workshop for equipment maintenance





Facilities Department

Current Problem:

- Located in Millennium Building
- Building has limited life expectancy
- Need permanent long-term location
- Current space not adequate
- Shared space with Veterans Services
- Need additional space for file and plan storage

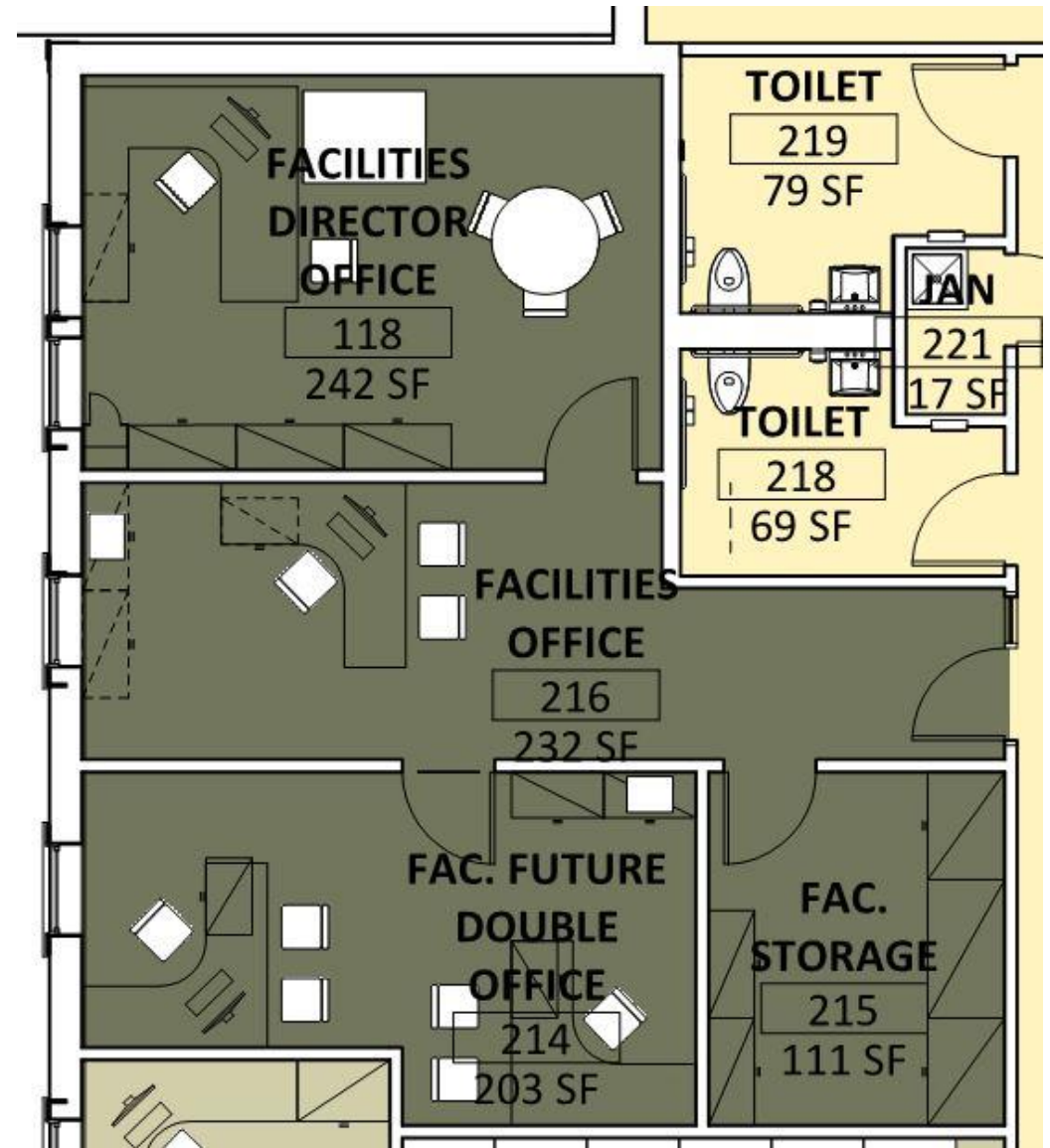




Facilities Department

Proposed Solution:

- Relocated from Millennium Building into permanent location
- Approximately 900 s.f.
- Located on 2nd floor
- Office space for Director, Admin. and future staff
- Storage space for town and school buildings files and documents
- Flat files for municipal building plans

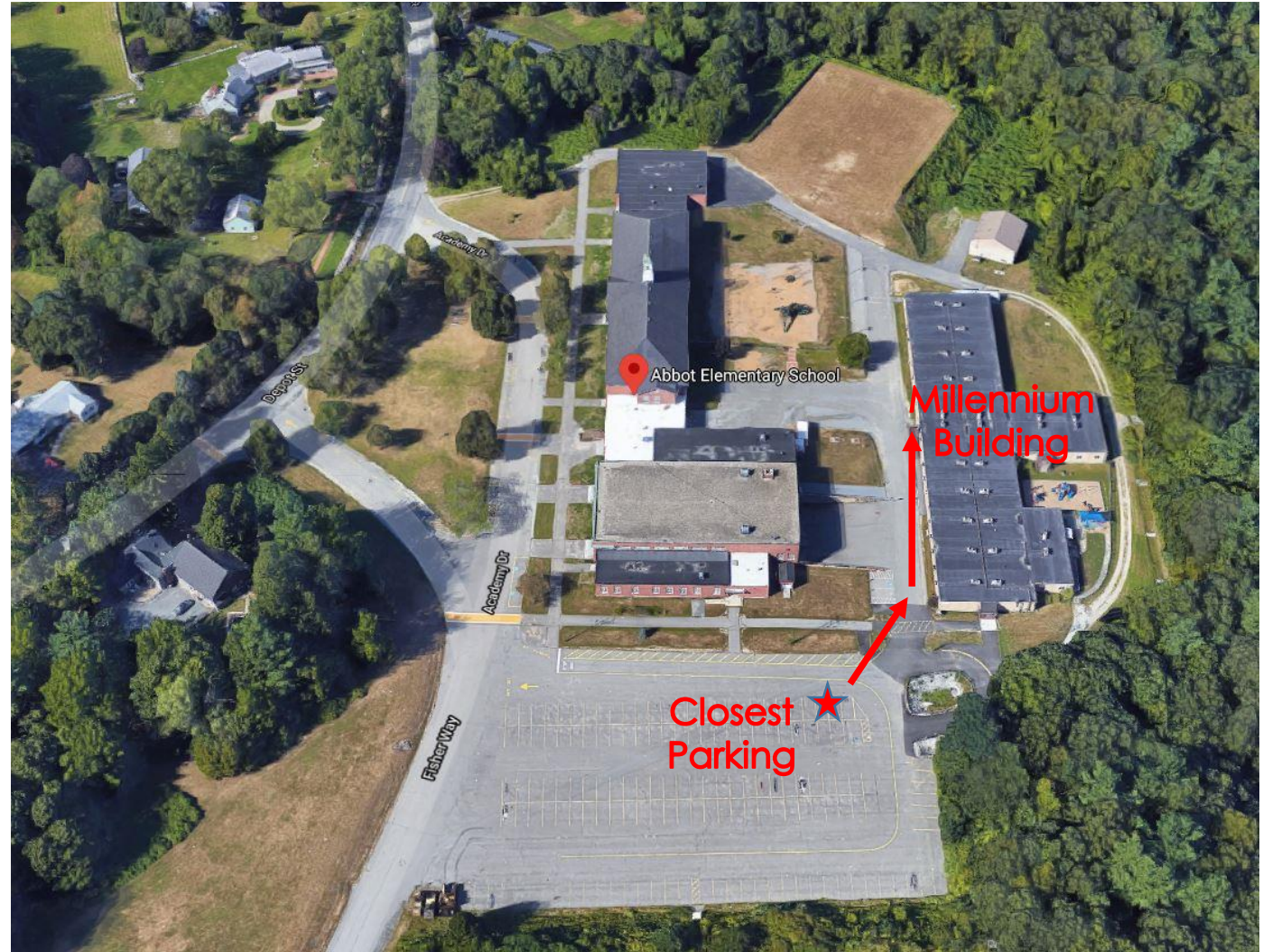




Veterans Services Office

Current Problem:

- Located in Millennium Building
- No other suitable location in town including Town Hall and Senior Center for VSO
- Visitors to office must walk over 100 yards from parking lot to office

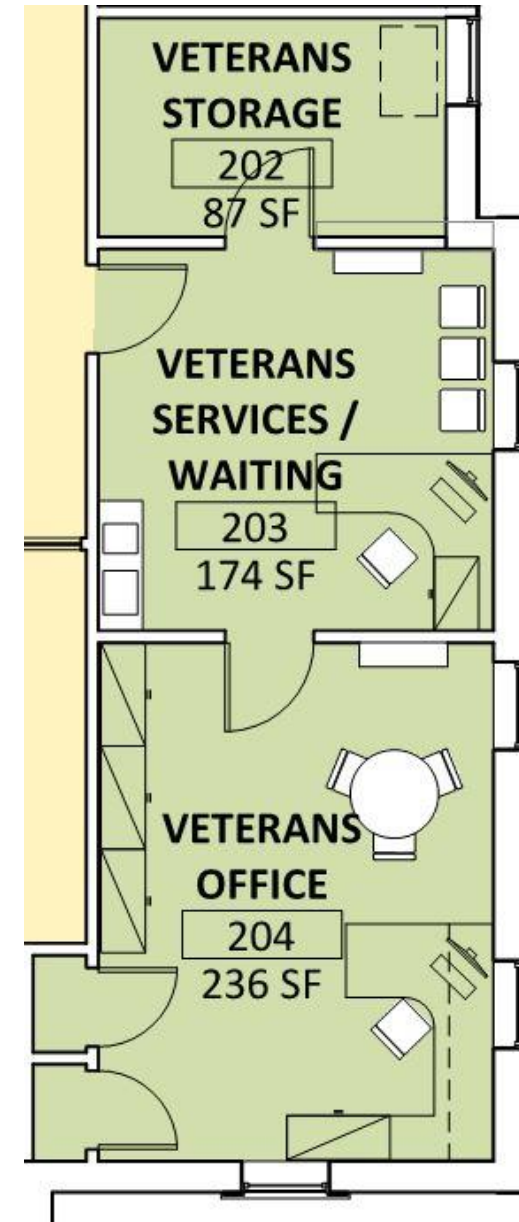




Veterans Services

Proposed Solution:

- Relocated from Millennium Building into permanent location
- Approximately 500 s.f. of office space
- Located on 2nd floor
- Parking adjacent to main entrance
- Office space for Veterans Services Officer, private meeting space, and file storage
- Admin. space includes waiting area
- Storage space for materials and equipment





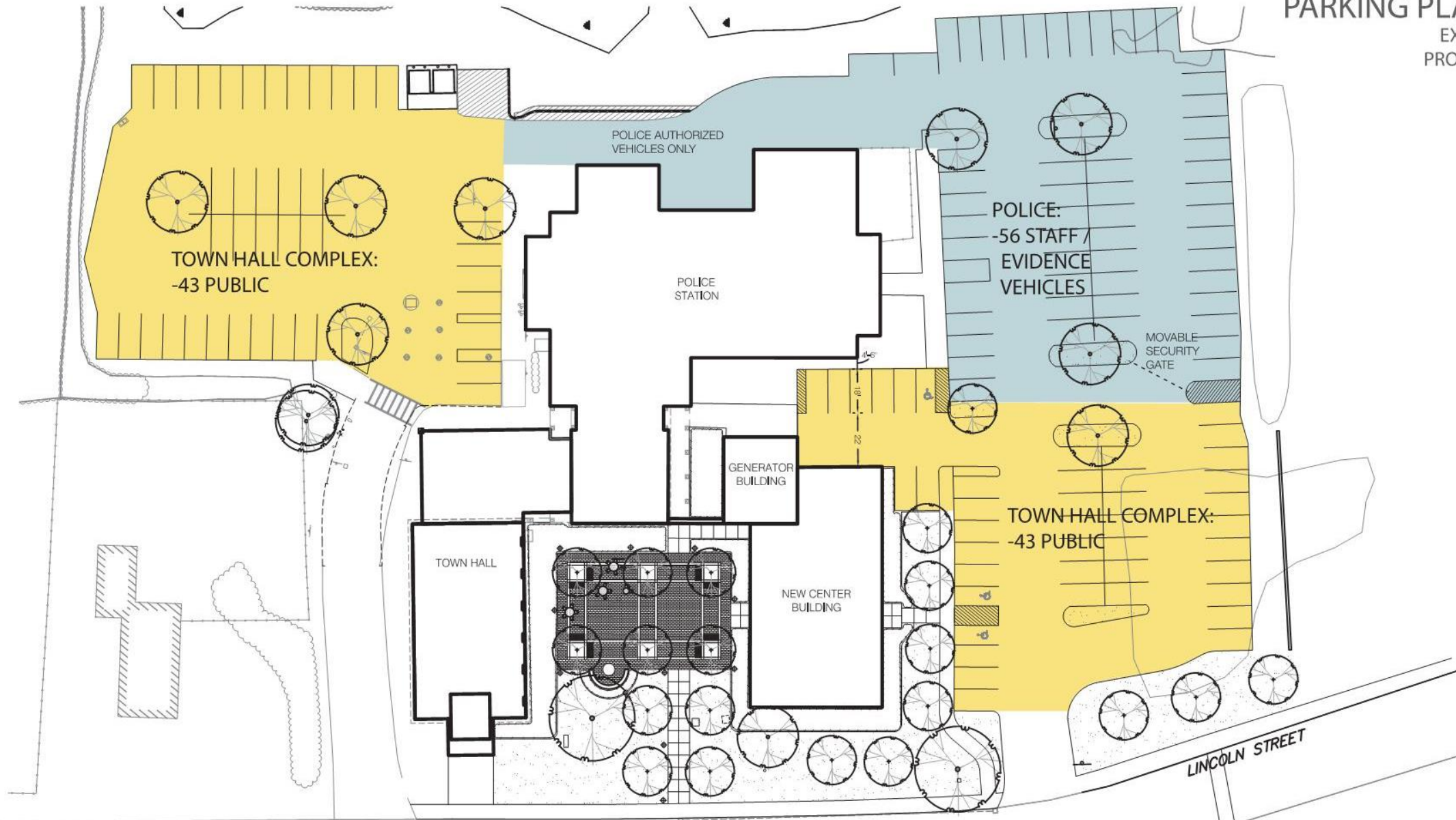
Energy Conservation and Sustainability Goals

Building systems will include:

- Healthy interiors with low VOC products, highly recycled content materials
- Daylighting, views and comfort controls increases productivity
- Low flow plumbing fixtures
- High efficiency boiler plant and air conditioning system
- Automatic Temperature Controls with energy management system
- Highly efficient LED lighting with occupancy sensors and daylighting controls
- Provisions for solar panel array system

WESTFORD NEW CENTER BUILDING PARKING PLAN-EVENING

EXISTING PARKING: 135
PROPOSED PARKING: 142





Center Building – South Elevation



View from Main Entrance in Parking Lot



Center Building – West Elevation



View from Main Street



Perspective Views



View of Center Building from Town Common



Same view without Fire Station



Perspective Views



View of Center Building from Main Street



Same view without Fire Station



Courtyard Conceptual Landscape Plan





Impact of Potential Excluded Projects on Tax Rate

- A Proposition 2 ½ debt exclusion allows the town to raise taxes to pay for the debt payment associated with an approved capital project
- Requires a 2/3 majority vote at Town Meeting and a majority ballot vote
- **Raising \$8.7M over a 20-year bond:**
 - Cost assessment of a median assessed home valued at \$551K is **\$67.92 per year;**
 - With debt fall-off actual cost is: **\$34.21** in FY23 and **\$40.42** in FY24. Cost will continue to drop in future years
- Westford Academy is paid off in **FY20**; the Miller, Crisafulli, and Stony Brook Schools are paid off in **FY23**; and the Highway Garage is paid off in **FY24**
- Town Treasurer has flexibility with bond issue to smooth out the tax rate increase



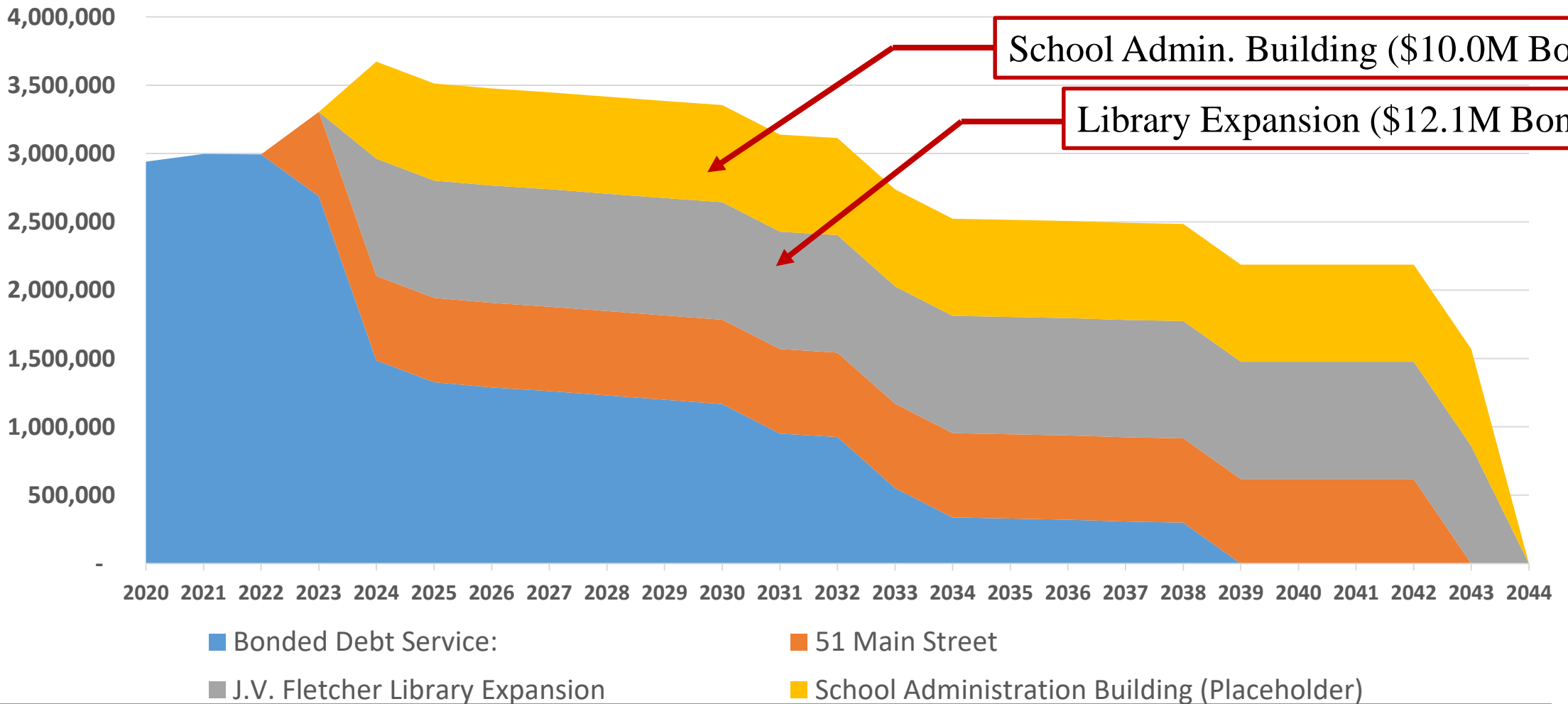
Impact to Excluded Debt (FY20 to FY28)

Fiscal Year	Excluded Debt after offsets	Cost of Debt on \$551K House/yr	Incremental Increase / (Decrease)	Additional Debt Exclusions
2020	2,940,804	323.36	(18.29)	
2021	2,997,312	329.57	6.21	
2022	2,993,991	329.20	(0.37)	
2023	3,305,114	363.41	34.21	51 Main St
2024	3,672,682	403.83	40.42	Library & School Admin
2025	3,513,300	386.30	(17.52)	
2026	3,476,050	382.21	(4.10)	
2027	3,448,925	379.23	(2.98)	
2028	3,416,800	375.69	(3.53)	



Impact of Potential Excluded Projects on Tax Rate

Excluded Debt Service: FY20 to FY44





Project Budget Summary

New Center Building – 51 Main Street	
New Building Construction Costs	\$ 6,750,000
Demolish Fire Station & Hazardous Materials Abatement	\$ 160,000
A&E Fees, OPM, Commissioning & Testing	\$ 570,000
Fixtures, Furnishings, & Equipment Costs	\$ 275,000
Technology Relocation, Moving & Utility Fees	\$ 145,000
Project Contingency (10%)	\$ 800,000
Estimated Total Project Cost	\$ 8,700,000



Estimated Operating Costs

Annual Operating Costs for similar 10,000 s.f. building

- Electricity Costs: \$10,000 per year (52,000 kWh)
- Natural Gas Costs: \$5,000 per year (3,500 therms)
- Estimated costs based on the following energy rates:
 - Electrical – \$0.16 per kWh
 - Natural Gas - \$1.20 per therm
- Operating costs do not include any additional building maintenance or labor costs



Fire Station Project – Financial Recap

New Fire Headquarters – 65 Boston Road

Original Appropriation – 2015 Annual Town Meeting	\$ 12,772,000
Amount paid in cash appropriation	\$ 1,000,000
Amount authorized for borrowing	\$ 11,772,000
Original Estimated Annual Tax Payment (\$465K House)	\$ 91.32
Amount project completed under budget	\$ 660,000
Actual amount borrowed	\$ 10,800,000



Questions